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November 30, 2005

CC Docket No. 02-6
Request for Waiver

Federal Communications Commission
Office of the Secretary
445 - 12th Street, SW
Washington, DC 20554

Dear Sirs:

This letter is to seek a waiver and appeal the decision of the Universal Service Administrative Company, Schools & Libraries Division. We received the Administrator's Decision on Appeal on November 15, 2005 denying our request for appeal.

The original decision was set forth in the Form 486 Notification letter dated October 26, 2005. The decision was, "AVSCD: The Service Start Date may not be before the Allowable Vendor Selection/Contract Date (AVSCD) from the Form 470 cited for this FRN of the Form 471. If you indicated an earlier SSD on the Form 486, the SLD changed the SSD to the AVSCD."

The appeal is for funding year 2004: 07/01/04 - 06/30/2005. The Form 486 App. No. is 315426. Our billed entity name is Arlington Heights Memorial Library and our billed entity number is 135209.

Our 486 form was filed more than the allowed 120 days after the end of service (06/30/2005) so our service start date was changed to 06/02/2005. Our 486 form was filed on September 30, 2005.

We are seeking a waiver to the 120 day filing deadline to Form 486 based on a change in personnel handling e-rate applications at our library. This waiver would allow us to file a Form 486 for the entire funding commitment for year 07/01/04-06/30/2005. The funding had already been approved because we filed Forms 470 and 471 appropriately.

Over the last eighteen months, we have experienced changes in personnel as a result of early retirement initiatives and staff reorganization. Many jobs and job responsibilities changed during that time. When I was appointed Special Projects Manager on May 1, 2005, e-rate funding became my responsibility. I, unfortunately, had no training or experience in filing e-rate documents. It was only after thinking about filing for funding year 2006 that I began to suspect something had been overlooked. I have since attended the E-rate Workshop held in Rosemont, Illinois on October 6, 2005.

Please allow the Arlington Heights Memorial Library to be eligible for the entire funding commitment for funding year 2004 (07/01/04 - 06/30/2005) instead of for only the month

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of June 2005 by granting us the waiver to the Form 486 application deadline.
Application dates will not be missed in the future. Thank you.

Sincerely,

A handwritten signature in cursive script, reading "Muzette Z. Diefenthal".

Muzette Z. Diefenthal
Special Projects Manager
Arlington Heights Memorial Library
500 N. Dunton Avenue
Arlington Heights, IL 60004
847.506.2668
mdiefent@ahml.info
fax: 847.506.2650